

BEFORE THE INDIANA DEPARTMENT OF EDUCATION

In the Matter of _____)
_____)
Indiana Teacher License No: _____)
_____)
_____)
_____) (Educator's name)

STIPULATION OF VOLUNTARY PERMANENT LICENSE

SURRENDER BY: _____
(Educator's name)

Comes now, Respondent, _____, and requests acceptance
(Educator's name)
of this Stipulation of Voluntary Permanent License Surrender by the Indiana Department of
Education, and agrees as follows:

1. The Indiana Department of Education has both personal and subject matter jurisdiction in this matter;
2. Respondent is a licensed teacher in the state of Indiana, teacher license number(s):
_____;
3. On or about _____, under Cause number _____, I was convicted of offense(s) that is/are specifically enumerated in Indiana Code § 20-28-5-8(c) and which require revocation of my teaching license, or I voluntarily agreed to revocation of my teaching license under Indiana Code §20-28-5-7;
4. I understand that I am entitled to an evidentiary hearing before an Administrative Law Judge and that I am entitled to certain due process protections if the State Department of Education seeks to permanently revoke my teacher license without this stipulation;
5. I understand my permanent surrender is not valid until it is accepted by the State Superintendent of Public Instruction;
6. Knowing all of this, I hereby voluntarily and permanently surrender my Indiana Teacher Licenses to the Indiana Department of Education and understand that permanent surrender is the equivalent of a permanent license revocation under I.C. 20-28-5-8(c), 20-28-5-8(d), or IC 20-28-5-7;

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WHEREFORE, Respondent submits this Stipulation of Voluntary Permanent License Surrender and requests its acceptance by the Indiana Department of Education.

VERIFICATION

I affirm, under the penalties for perjury, that the foregoing representations are true.

(Signature)

(Print Name)

Teacher Lic. No. _____

Respectfully submitted this _____ day
of, _____, 20____.

_____, Attorney
Indiana Department of Education
Office of Legal Affairs
115 West Washington St., Suite 600 South
Indianapolis, In 46204
317-232-6646

Accepted by the Indiana Department of Education on this _____ day of _____,
20____.

Glenda Ritz,
Superintendent of Public Instruction

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Please return form after executed by the teacher to Indiana Department of Education, Office of Legal Affairs 115 W. Washington Street, Suite 600 Indianapolis, Indiana 46204

Notice of Criminal Conviction of Indiana Teacher - Instructions

<http://www.doe.in.gov/legal/forms>

1. When a teacher is convicted of one of the offenses listed in IC 20-28-5-8 or IC 35-50-10, the prosecutor and sentencing court must send notice of the conviction to the Indiana Department of Education.
2. The sentencing court and/or the prosecutor completes the Notice of Criminal Conviction for an Indiana Teacher form.
3. The teacher's license number can be found at <https://licenselookup.doe.in.gov/TeacherInquiry.aspx>
4. The completed form can be sent to the Indiana Department of Education at:

115 West Washington Street
Sixth Floor, Suite 600
Indianapolis, IN 46204
Facimile 317-232-0744
Email legal@doe.in.gov

5. The sentencing court must also notify the school where the teacher was last employed of the criminal conviction. A list of Indiana schools can be found on the Indiana Department of Education's website at: <http://www.doe.in.gov/accountability/find-school-and-corporation-data-reports>. Just click in the General School Information and Indiana School Directory links.

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